

**MEDINA COUNTY EMERGENCY MANAGEMENT AGENCY
EXECUTIVE BOARD REGULAR MEETING MINUTES
October 26, 2022**

Members Present

Ralph Copley Larry Walters
Brian Guccion Marty Warchola
Conrad Sarnowski

Personnel

Christina Fozio
Ben Nau
Chuck Stiver
Matt Sturgeon

Guests

Jerry Winkler

Chairman Conrad Sarnowski called the meeting to order at 8:35 AM.

An opportunity for public comment was given with no one presenting.

There was no quorum for the September 28, 2022, meeting.

Ralph Copley motioned to approve the minutes from the August 24, 2022, meeting, seconded by Marty Warchola, and approved by all.

Larry Walters motioned to approve the monthly operating bills for September as Resolution 2022-022, seconded by Brian Guccion, and approved by all.

Larry Walters motioned to approve the monthly operating bills for October as Resolution 2022-024, seconded by Ralph Copley, and approved by all.

Matt Sturgeon presented Resolution 2022-023 Appropriation Increase & Cash Transfer, which transfers the remaining \$755.94 in 0251 Emergency Planning Capital Fund to 7926 Emergency Management Capital Improvement Fund in order to close 0251. Ralph Copley motioned to approve Resolution 2022-023, seconded by Brian Guccion, and approved by all.

Matt Sturgeon presented a CERT Team purchase request for seventeen individual first aid kits to issue to our seventeen members for \$680.00. The team completed first aid training within the past year, first aid is part of the CERT basic training, and the team is scheduled for a Stop-the-Bleed class in November. There is money budgeted for our volunteers in 7925, also the team made \$400.00 revenue this year for delivering training. Brian Guccion motioned to approve the purchase

of first aid kits for CERT for \$680.00, seconded by Ralph Copley, and approved by all.

Brian Guccion asked if our volunteer programs have a high turn-over. Matt Sturgeon said that they do not, but it's a challenge to keep our volunteers always engaged. Also, some people volunteer more frequently than others. Christina said that she asked volunteer Stephanie Mueller to establish a non-profit for EMA as discussed a number of years ago. The Fire Chiefs Association agreed to pay up to \$575.00 for what might be needed for the filing. The plan will be able to apply for non-profit grants and to fund-raise.

Christina reported that she is working with the Prosecutor's Office on the draft EMA agreement. The current draft, written to follow current statute, still has language from the old statutes. She reported that Ben finished the recent hazmat plan update. The plan was submitted to Ohio EMA and it has been recommended for approval by State Emergency Response Commission.

The renovation design for the All Hazards Station is final. Weber Murphy Fox is moving on to the next steps. Christina sent utility maps from the sanitary engineer to WMF per their request.

The Capital Bond Grant process is now reimbursement based. It was not previously and there is still language throughout the grant documentation that discusses an up-front award. Christina sent a thorough narrative to the CFO at the Department of Public Safety to ensure the renovation items are reimbursable given this new reimbursement process.

Christina went to the records commission meeting yesterday. Our R2 schedule was not on the agenda. It's on the records commission agenda for March 21st, presumably because of the Prosecutor's Office current workload in reviewing our documents.

All three staff members are working on a complete rewrite of the Emergency Operations Plan, which will take some time given the changes that will be made.

Christina reported that she attended a county budget hearing on December 13th. This was a new process for the agency. She provided the board with an updated grants revenue spreadsheet with the 2023 budget packet provided to the board.

Christina discussed the budget hearing meeting held on December 13th. She emphasized the need the for the Commissioners to restore the \$25,000.00 LEPC support from 1990. The board discussed the draft 2023 Budget as presented. Ralph Copley motioned to approve the Emergency Management 2023 Budget, seconded by Brian Guccion, and approved by all.

Ralph Copley motioned to adjourn the meeting as 8:56 AM, seconded by Brian Guccion, and approved by all.

A handwritten signature in cursive script, appearing to read "C. S.", is located in the right-center portion of the page.